

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 181
OCTOBER 9, 2013 – WORK SESSIONS**

Island County Auditor

Summary Minutes

Work Session was held between the County Commissioners and the Auditor on Wednesday, October 9, 2013, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Jill Johnson, Chair** **Staff:** **Pam Dill**
Kelly Emerson, Member – via videoconference
Helen Price Johnson, Member

Present: Sheilah Crider, Auditor, Wanda Grone

Others Present: Elaine Marlow, Budget Director

Record @ 00:10

Subject/Description: Provide status report from SAO Exit Audit conference

Attachment: none

Information: Sheilah briefed the Board on the results of the State Auditor’s Office (SAO) Exit Audit Conference.

Subject/Description: USPS proposed fee increases

Attachment: none

Information: The United States Postal Service has announced proposed price changes that will go into effect in January 2014.

- Letters (1 oz.) – 3 cent increase to 49 cents
- Letters additional ounces – 1 cent per ounce
- Letters to all international destinations (1 oz) - \$1.15
- Postcards – 1 cent increase to 34 cents

The Auditor estimated the increase in postage fees would increase her postal budget by \$4,500-\$5,000.

Subject/Description: Countywide General Election 2013

Attachment: none

Information: Sheilah Crider reported the Elections Office will complete the assembly of ballots today and will deliver to the post office on October 16th. They sent 662 ballots via email to military and overseas voters.

Human Services Summary Minutes

Work Session was held between the County Commissioners and Human Services on Wednesday, October 9, 2013, at 9:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners:

Jill Johnson, Chair	Staff: Pam Dill
Kelly Emerson, Member – via videoconference	
Helen Price Johnson, Member	

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 182
OCTOBER 9, 2013 – WORK SESSIONS**

Staff Present: Jackie Henderson, Director Jaime Montoya

Others Present: Elaine Marlow, Budget Director, Melanie Bacon, Brooke Powell, Andrew Somers

Record @ 09:18

Subject/Description: Job Requisition change

Attachment: none

Action Requested: Increase Substance Abuse Prevention Coordinator position from .6 FTE to .8 FTE (funding restored).

Commissioner Price Johnson moved to approve Job Requisition #059/13 as revised. The motion was seconded by Commissioner Johnson and carried unanimously.

Subject/Description: Update on transition of CD Treatment Services

Attachment: Item Description inventory

Information: Jackie Henderson noted that she is meeting with Sea Mar on October 10th. Sea Mar will review the contract and hopefully confirm whether they want to move into the building and purchase the inventory.

**Sheriff
Summary Minutes**

Work Session was held between the County Commissioners and the Sheriff on Wednesday, October 9, 2013, at 9:30 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners:	Jill Johnson, Chair	Staff: Pam Dill
	Kelly Emerson, Member - via videoconference	
	Helen Price Johnson, Member	

Staff Present: Undersheriff Kelly Mauck

Others Present: Elaine Marlow, Budget Director

Record @ 27:46

Subject/Description: WTSC – Impaired Driving/Washington Traffic Safety Commission

Attachment: yes

Action Requested: Approval of Memorandum of Understanding with Washington Traffic Safety Commission to provide overtime funding for High Visibility Enforcement (HVE) from October 1, 2013-September 30, 2014; Amount: \$3744.00.

Follow-up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: WTSC – Law Enforcement Liaison – Washington Traffic Safety Commission

Attachment: yes

Action Requested: Approval of Interagency Agreement between Island County Sheriff and Washington Traffic Safety Commission to secure Sgt. Rick Norrie as the Law Enforcement

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 183
OCTOBER 9, 2013 – WORK SESSIONS**

Liaison for Island County to promote and participate in High Visibility Enforcements from October 1, 2013 – September 30, 2014; Amount: not to exceed \$2,000.00.

Follow-up: Okay with full Board of move forward to a Monday agenda.

Add-on

Subject/Description: Lambert trial overtime expenses

Attachment: none

Information: Sheriff Patrol - \$1635.63 Jail - \$5289.86

**WSU / Extension Services
Summary Minutes**

Work Session was held between the County Commissioners and WSU/Extension on Wednesday, October 9, 2013, at 9:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Jill Johnson, Chair**
 Kelly Emerson, Member
 Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: **Tim Lawrence, Director**

Others Present: Elaine Marlow, Budget Director, Linda Rhodes, Vice Chair, MRC, Keith Higman

Record @ 35:31

Subject/Description: Survey Instrument – Assessment of WSU Extension Programming in Island County

Attachment: none

Information: Survey is in process.

Subject/Description: Structure and administrative functions of the Marine Resources Committee

Attachment:

Discussion: Tim Lawrence, members of the MRC Executive committee, members from NWSC, Keith Higman and Commissioner Johnson met on October 1, 2013 to discuss options for the MRC. The focus was on either keeping the administrative functions of the executive director for the MRC with WSU Extension or moving them to Public Health/Department of Natural Resources.

The preference of the majority of MRC members was to make the executive director a contract employee through WSU Extension.

Commissioner Johnson recommended keeping the independent contractor and placing MRC under Island County Public Health/Department of Natural Resources.

Linda Rhodes, Vice Chair of the MRC, indicated that the MRC would be okay with moving in that direction.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 184
OCTOBER 9, 2013 – WORK SESSIONS**

Planning & Community Development Summary Minutes

Work Session was held between the County Commissioners and the Planning Department on Wednesday, October 9, 2013 at 10:10 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Jill Johnson, Chair** **Staff: Pam Dill**
Kelly Emerson, Member – via videoconference
Helen Price Johnson, Member

Staff Present: David Wechner, Director, Paula Bradshaw, Tess Cooper

Others Present: Elaine Marlow, Budget Director

Record @ 01:00:20

Subject/Description: COV 715/00 outstanding lien

Attachment: Settlement Agreement/Resolution/Satisfaction of Lien

Action Requested: Approval of Settlement Agreement, Resolution in the matter of release of lien and the judgment debt owed and Satisfaction of Lien.

Follow up: Okay with full Board to move to the Board's October 21, 2013 consent agenda.

Subject/Description: Fish & Wildlife Habitat Conservation Areas (FWHCA) update

Attachment: Planning Commission Findings of Fact, Public Participation Plan and Preliminary Schedule

Action Requested: Island County Planning Commission voted to recommend that the BOCC establish the Public Participation Plan and Preliminary Schedule. Planning and Community Development recommend that the BOCC schedule a public hearing to formally establish the Public Participation Plan.

Follow up: Okay with full Board to move resolution forward to the regular agenda on October 14, 2013 to schedule for Public Hearing on October 28, 2013.

Commissioners Agenda
Summary Minutes

The County Commissioners met during Work Session on Wednesday, October 9, 2013 at 10:20 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: **Jill Johnson, Chair** **Staff: Pam Dill**
Kelly Emerson, Member - via teleconference
Helen Price Johnson, Member

Others Present: Elaine Marlow, Budget Director, Melanie Bacon

Record @ 01:10:35

Subject/Description: Resolution for National Disability Employment Awareness Month

Attachments: draft resolution

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 185
OCTOBER 9, 2013 – WORK SESSIONS**

Action Requested: Approval to move resolution proclaiming October 2013 National Disability Employment Awareness Month forward to Monday's agenda.

Follow up: Okay with full Board.

Subject/Description: Letter of Non-Objection

Attachments: yes

Action Requested: Approval of letter of Non-Objection for a Special Occasion Liquor License for two events put on by Camano Senior Services Association, 606 Arrowhead Road, on October 12, 2013 and October 26, 2013.

Follow up: *Commissioner Price Johnson moved to authorize the Chair to sign the letter of Non-Objection to the Washington State Liquor Control Board for a Special Occasion Liquor License for two events at the Camano Center. The motion was seconded by Commissioner Emerson and carried unanimously.*

Subject/Description: EDC Strategic Planning Process

Attachments: none

Action Requested: Commissioner Price Johnson updated the Board on the EDC Strategic Planning Process. Two applications were submitted and the award went to Norman Landerman-Moore. Commissioner Price Johnson clarified her role as the appointed liaison for the Board to the EDC for the strategic planning process and asked that any questions or comments on the process come through her. She will keep the Board apprised on the progress.

Follow up: Okay with Commissioner Johnson and Commissioner Emerson.

Subject/Description: Facilities & Administrative Services (cont from 9/18)

Attachments:

Discussion: A majority of the Board was in favor of housing Facilities under Public Works. Board members will meet with Bill Oakes individually and then schedule for a future work session discussion.

**Budget Director/GSA/IT
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, October 9, 2013, at 10:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Jill Johnson, Chair** **Staff: Pam Dill**
 Kelly Emerson, Member – via teleconference
 Helen Price Johnson, Member

Staff Present: **Elaine Marlow, Budget Director**

Record @ 01:35:00

Subject/Description: Misc update

Attachments: none

Information: Elaine Marlow reported on the following:

- Postage increase - county wide
- Replace mail machine earlier than expected
- Recommend purchase of additional seats for the Assessor's system for Public Health, Planning & Community Development and Public Works

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 186
OCTOBER 9, 2013 – WORK SESSIONS**

- Authorized overtime for XP replacement inventory
- Upgrading connection speed to Camano annex
- Schedule Conservation Futures discussion at an upcoming work session.

Chairman's Agenda

Summary Minutes

The County Commissioners met during Chairman's portion of Work Session on Wednesday, October 9, 2013 1:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: Jill Johnson, Chair **Staff: Pam Dill**
Kelly Emerson, Member - via videoconference
Helen Price Johnson, Member

Staff Present: Elaine Marlow, Budget Director, Tim Lawrence, Brooke Powell, Kelly Mauck, Jackie Henderson, Melanie Bacon, Dave Wechner, Mary Engle, Sheilah Crider, Elaine Marlow

Others Present: Senator Bailey

Record @ 01:53:54

Subject/Description: Roundtable with Senator Bailey – listening tour prior to legislative session

Attachments: none

Discussion: State Senator Barbara Bailey asked to meet with County Leadership as part of a listening tour prior to the start of the Legislative Session. The Board extended an invitation to Department Heads and Elected Officials to participate in the discussion in a roundtable format. The Board and each participating Department Head and Elected Official brought forward their key issues or needs.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Jill Johnson, Chair

Kelly Emerson, Member

Helen Price Johnson, Member

ATTEST:

Debbie Thompson, Clerk of the Board